

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on April 11, 2024 at 4:53 p.m.)

MINUTES
Monday, April 15, 2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

Stan Sallee, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Public Defender, Chief Deputies and County Commissioners

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

III. MINUTES

A. Board of County Commissioner's Meeting of April 8, 2024

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

IV. REPORTS

A. Elected Officials:

1. Assessor - Revolving Fee for 3/2024 (Clerk's Misc. File No. 20240558)
2. Court Clerk:
 - a. Monthly for 3/2024 (Clerk's Misc. File No. 20240559)
 - b. Management and Preservation Monthly for 3/2024 (Clerk's Misc. File No. 20240560)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution, as needed. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. County Department - (Election Board) - Monthly for 3/2024 (Clerk's Misc. File No. 20240561)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

V. UNFINISHED BUSINESS

A. Bid Openings

1. Engineers - Traffic Signal Equipment and Parts

- a. Consolidated Traffic Controls, Inc. (Clerk's Misc. File No. 20240562)
- b. Traffic and Parking Control Col., Inc., dba TAPCO, Inc. (Clerk's Misc. File No. 20240563)
- c. Gades Sales Company, Inc. (Clerk's Misc. File No. 20240564)
- d. Iteris, Inc. (Clerk's Misc. File No. 20240565)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 4/22/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations - (Parks) - Request for Qualifications:

- 1. Construction Management At-Risk for Chandler Park Improvements - Deferred
- 2. Construction Management At-Risk for O'Brien Park Improvements - Deferred

Motion made by Kelly Dunkerley, seconded by Karen Keith, to defer the recommendations. Upon roll call, Yes- Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

C. Amendments

1. Sheriff:

- a. #1 to the agreement with the City of Tulsa, CMF #20231829, for the housing, feeding, care, and upkeep of city prisoners that exceed the capacity of the city jail, to renew and extend the agreement term for FY 2024-2025 with no changes to the terms and conditions of the original agreement (Clerk's Misc. File No. 20240566)
- b. #1 to the award for Security Glass to Cornerstone Detention Products, Inc., CMF #20230794, to exercise the option to renew for an additional one-year beginning 6/1/2024 through 5/31/2025, with no changes to the terms (Clerk's Misc. File No. 20240567)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

D. Change Order - (Engineers) - #1 to the agreement with Ira M. Green, for the Hager Creek Levee Improvements and West 81st Street Reconstruction project, CMF#20231897, in the amount of \$1,557.60, for additional mobilization expense of a traffic control subcontractor due to project shutdown at the request of Tulsa County (Clerk's Misc. File No. 20240568)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 4/22/2024 (Clerk's Misc. File No. 20240557)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the fuel quotes. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. New or Replacement Procurement Officers - (Engineering and Highways) - designating Roger Hughes to replace Megan Blackford as Receiving Specialist for CC2300 Highway Maintenance (Clerk's Misc. File No. 20240569)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- C. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20240570)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- D. Memorandum of Understanding - (County Clerk) - Crawford and Associates, P.C., for services to prepare financial statements for the Tulsa County Annual Comprehensive Financial Report as of and for the year ended 6/30/2024 (Clerk's Misc. File No. 20240571)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- E. Requests for Approval

1. Engineers:

- a. Oklahoma Department of Transportation, for reimbursement of right-of-way acquisition services for two parcels required for the 101st St. - Mingo to Garnett project, State Project No. JP 29345(04), assigned to Meshek and Associates, LLC, in the amount of \$4,450 (Clerk's Misc. File No. 20240572)
- b. Oklahoma Department of Transportation for reimbursement of right-of-way acquisition services for one parcel required for the 51st St - 161st to 177h E. Ave. project, State Project No. JP 30885(05), assigned to Meshek and Associates, LLC, in the amount of \$2,100 (Clerk's Misc. File No. 20240573)
- c. Luis Manuel Acosta and Rebeca Gutierrez, to extend the offer of compensation, in the amount of \$9,800 for Parcel: 14, to acquire permanent right of way of 0.25 acres, plus damages, affected by project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240574)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution, as needed. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Parks - of a donation from Crumbl Cookies, for 50 cookie gift cards valued at \$250, for the teacher appreciation event at LaFortune Park (Clerk's Misc. File No. 20240575)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the donation. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

3. Sheriff - of Certificates of Substantial Completion from Thompson Construction, approved by Lily Architects, PLLC:

- a. for the construction of the Administration Building, located at 6500 East 66th Street North, Tulsa, Oklahoma 74117. Final completion of this project was reached by contractor on 8/16/2023 (Clerk's Misc. File No. 20240576)
- b. for the construction of the Operations Building, located at 6500 East 66th Street North, Tulsa, Oklahoma 74117. Final completion of this project was reached by contractor on 6/13/2023 (Clerk's Misc. File No. 20240577)
- c. for the construction of the Training Building located at 6500 East 66th Street North, Tulsa, Oklahoma 74117. Final completion of this project was reached by contractor on 12/14/2023 (Clerk's Misc. File No. 20240578)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

4. Tulsa Area Emergency Management Agency (TAEMA), of closing summary and instructions for the property associated with the Tulsa Voluntary Buyout Program, Case #969, reviewed and approved by the BOCC, CMF #20240406, for a contract between the County and the Seller to move forward with acquisition. As this parcel is tenant occupied, upon the seller's acceptance of the contract, the program has calculated a Tenant Relocation Assistance Packet (RAP) (Clerk's Misc. File No. 20240579)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

- F. Request for Public Hearing - (Drainage District #12) - on May 20, 2024 at 9:30 a.m. to discuss report and budget request for FY 2024-2025 (Clerk's Misc. File No. 20240580)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the request for Public Hearing. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

G. Agreements

1. Court Clerk - Underground Vaults & Storage, Inc., for secure records storage and management services for one-year from 4/7/2024 through 4/7/2025 (Clerk's Misc. File No. 20240581)
2. Engineers - City of Jenks, to provide equipment and labor to construct a temporary parking lot overlay at the Ranch, to be reimbursed by the City per the agreed schedule (Clerk's Misc. File No. 20240582)
3. Parks:
 - a. Ladies of Elegance Association, for use of O'Brien Park gym and concession area for a Dance Showcase on 5/25/2024, from 10:00 a.m. to 2:00 p.m.; fee \$600 (Clerk's Misc. File No. 20240583)
 - b. Lil Dude Learning, to provide concessions at all Tulsa County Parks from 4/15/2024 through 4/14/2025, fee \$25 per event attended (Clerk's Misc. File No. 20240584)
 - c. Moore Arts and Crafts, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025; fee \$25 per event attended (Clerk's Misc. File No. 20240585)
 - d. Natural Structures, for the authorization of replacement parts and services to the slide repair project at South County Recreation Center; cost \$9,773 (Clerk's Misc. File No. 20240586)
 - e. Rainbowland Arts, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025, fee of \$200 (Clerk's Misc. File No. 20240587)
 - f. Ruby Clay Company, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025; fee of \$25 per event attended (Clerk's Misc. File No. 20240588)
4. Sheriff - Cox Business:
 - a. for internet services, at a cost of \$78.99 per month through 6/30/2025 (Clerk's Misc. File No. 20240589)
 - b. for internet and business television services at 303 West 1st Street Tulsa, Oklahoma 74103, at a cost of \$378.58 per month through 6/30/2025 (Clerk's Misc. File No. 20240590)

- c. for CBI 100 internet services at 300 North Denver Avenue, Tulsa, Oklahoma 74103, at a cost of \$78.99 per month through 6/30/2025 (Clerk's Misc. File No. 20240591)
- d. for CBI 50 internet services at 300 North Denver Avenue, Tulsa, Oklahoma 74103, at a cost of \$78.99 per month through 6/30/2025 (Clerk's Misc. File No. 20240592)
- e. for cable services at 300 North Denver Avenue, Tulsa, Oklahoma 74103, at a cost of \$259.76 per month through 6/30/2025 (Clerk's Misc. File No. 20240593)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

H. Agreement Renewals

- 1. County Clerk - eRecording Partners Network, LLC, for renewal of CMF #20230537 for FY 2024-2025 (Clerk's Misc. File No. 20240594)
- 2. Highway District 3:
 - a. Advance Alarms, for renewal of CMF #20230538 for FY 2024-2025 (Clerk's Misc. File No. 20240595)
 - b. ImageNet Consulting, LLC, for renewal of CMF #20230539 for FY 2024-2025 (Clerk's Misc. File No. 20240596)
- 3. Sheriff:
 - a. CC Health, for renewal of CMF #20230839 for FY 2024-2025 (Clerk's Misc. File No. 20240597)
 - b. Sand Springs Police Department, for renewal of CMF #20230666 for FY 2024-2025 (Clerk's Misc. File No. 20240598)
 - c. Tulsa County Bar Association, for renewal of CMF #20230667 for FY 2024-2025 (Clerk's Misc. File No. 20240599)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

I. Request to Advertise for Bids - (Highways) - Reflective Sheeting & Pavement Tape (Clerk's Misc. File No. 20240600)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the request to advertise. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

J. Inventory Resolutions

- 1. Assessor - Asset disposal: junked - computer equipment, software, server, TV and heating & cooling system (Clerk's Misc. File No. 20240601)
- 2. County Clerk - Asset transfer to Sheriff: vehicle (Clerk's Misc. File No. 20240602)
- 3. Election Board - Asset transfer to IT: computer equipment (Clerk's Misc. File No. 20240603)
- 4. IT - Asset transfer to Building Operations: ice and water dispensers (Clerk's Misc. File No. 20240604)
- 5. Sheriff - Surplus: vehicle (Clerk's Misc. File No. 20240605)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

K. Utility Permits - Engineers:

1. ONE Gas, Inc.:

- a. for the crossing of N. Osage Drive, approximately 1.41 mi. W. & 3.26 mi. N. of the Gilcrease Expy & SH 11 junction (Clerk's Misc. File No. 20240606)
- b. for the parallel of S. 89th W. Avenue, approximately 0.45 mi. S. & 2.87 mi. W. of the US 244 & SH 344 junction (Clerk's Misc. File No. 20240607)
- c. for the crossing of E. 106th St. North, approximately 4 mi. S. & 0.45 E. of the US 75 & SH 20 junction (Clerk's Misc. File No. 20240608)
- d. for the crossing of W. 41st Street, approximately 1 mi. S. & 2.05 mi. W. of the SH 51 & SH 97 junction (Clerk's Misc. File No. 20240609)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Sapulpa Rural Water Company, for the crossing of S. 109th W. Ave., approximately 1/32 mi. N. of the S. 109th W. Ave. and W. 61st St. S. junction (Clerk's Misc. File No. 20240610)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- L. Travel/Training - (OSU Extension) - for Ivan Thomas, Jr., for unplanned travel for 7/2023-6/2024; cost \$300 (Clerk's Misc. File No. 20240611)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the travel/training. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

M. Claims

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

N. Payroll claims - Biweekly for 3/23/24 - 4/5/2024

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

O. Blanket Purchase Orders and Emergency Purchase Orders

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

P. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20240612)

Creditor: Program Management Group; Trust 816421-59; Item: 10,521-V2025
Program Management; Purpose: Program Administration; Amt Paid: \$27,855.30

Creditor: IDAutomation.com Inc.; Trust 816421-59; Item: 10,523-V2025 Program
Administration; Purpose: Inv1214874307 Barcode Generator Software; Amt Paid:
\$1,580

Creditor: Guy Engineering; Trust #719384-J1; Item: 10,520 - PJ1031 - E. 51st St. between 177th & 193rd County Rd; Purpose: Design/Engineering; Amt Paid: \$3,363.39

2. Vision Tulsa County (Clerk's Misc. File No. 20240613)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: Meshek & Associates; Fund HW86N/PJ1047; Item: 86th St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amt. Paid \$137.50

Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Intersection on County Line (193rd); Purpose: Design; Amt. Paid \$1,873.25

Creditor: Meshek & Associates; Fund: H41SO/PJ1030; Item: 41ST St. Improvements from 137th W Ave. to 193rd W Ave.; Purpose: ROWs; Amt. Paid \$7,871.25

Creditor: Meshek & Associates; Fund: H91SO/PJ1033; Item: 91st So. Improvements from HWY 75 to Elwood; Purpose: ROWs; Amt. Paid \$120.75

Sales Tax Funded Projects Recommended for Payment

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Tulsa County Administration; Purpose: Administration; Amt. Paid \$9,977.60

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- Q. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-540 - Applicant: Joe Pace, Owner: William S. Ford, Location: North of the Northeast corner of North Garnett Road and East 180th Street North. This request is to rezone from AG and RE to RS to permit a single-family development. On Meeting Date of March 22, 2023, TMAPC voted 11-0-0 to recommend that the County Commission Approve rezoning of 66.7 ± acres from AG and RE to RS (Clerk's Misc. File No. 20240614)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to enter into public hearing at 9:48 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Jay Hoyt, representing Tulsa Metropolitan Area Planning Commission, presented the zoning application. There were no members of the public that wished to speak.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to close the public hearing at 9:49 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve zoning application CZ-540. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- R. Executive Session - (District Attorney) - Requested by Mike Shouse - Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action a pending case to wit: *BOCC v. Lukasik, Case No. CV-2023-2089*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

Motion made by Kelly Dunkerley, seconded by Karen Keith, to go into Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:50 a.m.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to reconvene the regular meeting at 10:41 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

S. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Kelly Dunkerley, to authorize the District Attorney to proceed as discussed in Executive Session, to-wit: *BOCC v. Lukasik, Case No. CV-2023-2089, pending in Tulsa County District Court*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240615)

VII. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

VIII. ADJOURN

Motion made by Kelly Dunkerley, seconded by Karen Keith, to adjourn the meeting. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk